Date/Time Stamp:

Employee Post-Travel Disclosure of Travel Expenses

SECRETARY OF THE SENATE Post-Travel Filing Instructions: Complete this form within 30 days of returning MAR 25 PM 4:45

In compliance with Rube reimbursed/paid for			sures with respect to	travel expenses that have been or wil
	v	rization (Form RE-1), <u>A</u> rtification Form with all		y, invitee list, etc.)
Private Sponsor(s) (list	all): ACT The App	Association	<u> </u>	
Travel date(s): Feb 2	1 - Feb 23, 2018		<u> </u>	
	er: Spouse SING DID NOT INCR	Child		SE OR DEPENDENT CHILD, ONLY
Expenses for Employe	ee: Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate	\$631.02	\$346	\$118	
Actual Amount				
Expenses for Accomp	anying Spouse or De	pendent Child (if applie	cable):	
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount				
necessary.): Presentation	ns by small tech businesses, a	•	ew Orleans area, discussing	Attach additional pages if policy issues including international privacy law and education.
3/23	EUSS	a ABEN		Man
(Date)	<u></u>	name of traveler)		(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

3/26/18	
(Date)	

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

Spo	nsor(s) of the trip (please list all sponsors): ACT The App Association
Des	Educational trip for Senate staff to meet startup firms and small- to mid-sized
	h companies that specialize in mobile software in the New Orleans area.
Dat	es of travel: February 21 - 23, 2018
	ce of travel: New Orleans, LA
	ne and title of Senate invitees: See attached.
	(A) The sponsor(s) are not registered lobbyists or agents of a foreign principal <u>and</u> do not retain or employ registered lobbyists or agents of a foreign principal <u>and</u> no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
	(B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9).
X	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
X	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
	ertify that:
×	The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for <i>de minimis</i> lobbyist involvement. AND=
X	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

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9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee <i>on any segment</i> of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I <i>certify</i> that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	ACT The App Association staff was solely responsible for organizing and conducting the trip.
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	ACT The App Association is an international grassroots organization representing small- and mid-sized
	software companies in the mobile app community. ACT's purpose in organizing this trip is to introduce
	congressional staffers to small and mid-sized firms and startup experts in New Orleans.
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	ACT The App Association has sponsored congressional trips (most recently to Charleston, SC and
	Santa Monica, CA) to showcase the app economy outside of Silicon Valley and introduce congressional
	staff to innovative software, cybersecurity, data analytics, and connected health companies.

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ACT The App Assoc	ciation has held numer	ous educational event	s for policy makers, a	app companies
software developers,	including: panels, brief	fings, white papers, ar	nnual fly-ins, develope	er education se
and congressional te	stimony.			
Total Expenses for Ea	ach Participant:			
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expense
Good Faith estimate	\$575 total - \$450 for airfare - \$125 for ground transportation	\$346 (\$173 per night for 2 nights)	\$160 (\$48 travel day 1; \$64 full day; \$48 travel day 2)	\$0
Amounts				
-	rip involves an event the trip involves an event	_		
participation or b) the congressional particip	trip involves an event	that is arranged or or	ganized specifically w	vith regard to
participation or b) the congressional participation. The trip involves an e	trip involves an event eation:	that is arranged or or pecifically with regard	ganized specifically w	vith regard to
participation or b) the congressional particip. The trip involves an expense of the congression for selecting to the congression of the congressi	e trip involves an event eation: event that is arranged s	that is arranged or or pecifically with regard	to congressional par	ticipation.
participation or b) the congressional particip. The trip involves an expension of the trip involves and the congression of the co	trip involves an event pation: event that is arranged seems the location of the event	that is arranged or or pecifically with regard or tripute of startup and mid	to congressional par-	ticipation. es in a variety o
participation or b) the congressional particip. The trip involves an expension of the trip involves and expension of t	e trip involves an event pation: event that is arranged s the location of the event osen due to the present	that is arranged or or pecifically with regard or trip ace of startup and midaphic area, allowing us	to congressional par-	ticipation.
participation or b) the congressional particip. The trip involves an expension of the trip involves and expension of the trip involves and trip involves and the trip involves and the trip involves and the trip involves a	trip involves an event pation: event that is arranged s the location of the event osen due to the present cated in a small geogra	that is arranged or or pecifically with regard or trip ace of startup and midaphic area, allowing us facility:	to congressional par-	ticipation. es in a variety o
participation or b) the congressional particip. The trip involves an expension of the trip involves and expension of the trip involves and trip involves and the trip involves and the trip involves and the trip involves a	trip involves an event pation: event that is arranged s the location of the even osen due to the present cated in a small geograph of the location of the present cated in a small geograph of the location of the present cated in a small geograph of the location of the location of the even cated in a small geograph of the location of the location of the even cated in a small geograph of the location of the even cated in a small geograph of the location of the even cated in a small geograph of the location of the even cated in a small geograph of the location of the even cated in a small geograph of the location of the even cated in a small geograph of the location of the even cated in a small geograph of the location of the location of the even cated in a small geograph of the location o	that is arranged or or pecifically with regard of the control of startup and mide aphic area, allowing use facility: New Orleans, LA 7013	to congressional par-	ticipation. es in a variety o

21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:
	Daily expenses for lodging and meals will be at or below the maximum per diem rates for
	official Federal Government travel.
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first
	class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:
	All travel (round-trip airfare and bus) will be coach class.
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:
	No entertainment will be provided.
25.	I hereby certify that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.): Signature of Travel Sponsor:
	Name and Title: Morgan Reed, Executive Director
	Name of Organization: ACT The App Association
	Address: 1401 K St NW (Ste 501), Washington, DC 20005
	Telephone Number: 202-331-2130
	Fax Number: 202-331-2139
	E-mail Address: mreed@actonline.org

Instructions

(Do not file the Instructions with OPR)

General Instructions

- The Senate Select Committee on Ethics ("Ethics Committee") has developed guidelines for evaluating privately-sponsored trips and for judging whether trip expenses are reasonable. Trip sponsors should consult the Senate Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel, including the Glossary of Terms, prior to filling out the Private Sponsor Travel Certification Form and contact the Ethics Committee at (202) 224-2981 with any additional questions. The Ethics Committee will make the final determination as to whether the expenses incurred during a privately-sponsored trip are reasonable.
- If there are multiple sponsors, they should jointly complete one *Private Sponsor Travel Certification Form* for the trip. Each travel sponsor should complete the signature block.
- When evaluating a trip proposal and judging the reasonableness of expenses, the Ethics Committee will consider the following factors:
 - a. the stated mission of the organization sponsoring the trip;
 - b. the organization's prior history of sponsoring congressional trips, if any;
 - c. other educational activities performed by the organization besides sponsoring congressional trips;
 - d. whether any trips previously sponsored by the organization led to an investigation by the Select Committee on Ethics;
 - e. whether the length of the trip and the itinerary is consistent with the official purpose of the trip;
 - f. whether there is an adequate connection between a trip and official duties;
 - g. the reasonableness of the total amount spent by a sponsor of the trip;
 - h. whether there is a direct and immediate relationship between a source of funding and an event;
 - i. the maximum per diem rates for official Federal Government travel published annually by the General Services Administration, the Department of State, and the Department of Defense;
 - j. whether travel to a location or event is arranged or organized without regard to congressional participation, or whether it is specifically organized for Congressional staff; and
 - k. any other factor deemed relevant by the Select Committee on Ethics.

Consult the Senate Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel, including the Glossary of Terms, for further discussion of these factors.

- Responses to each question should be brief, consistent with the requirement to provide all relevant information. Attach additional pages, as necessary.
- To allow sufficient time for the Ethics Committee to review requests for privately sponsored travel, the participating Senate Members, officers, and employees must submit the completed form to the Ethics Committee at least thirty (30) days before the date of the proposed trip.

Filling out the Private Sponsor Travel Certification Form (Question by Question Instructions)

- 1. Sponsor(s) of the trip (please list all sponsors): A sponsor of a trip is any person, organization, or other entity contributing funds or in-kind support for the trip. A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip. If Members, officers, and employees are participating in an event or fact-finding trip in connection with their duties, they may accept necessary travel expenses only from the event or trip sponsor.
- 2. Description of the trip: Provide a brief statement about the purpose of the trip.
- 3. Dates of travel: Provide the dates of departure and return.
- 4. Place of travel: Provide the destination(s) for the trip.
- 5. Name and titles of Senate invitees: Provide the name and title for each Senate Member, officer, or employee who is invited on the trip.
- 6. I certify that the trip fits one of the following categories: A Senate Member, officer, or employee may accept privately sponsored travel only from sponsor(s) of a trip that fits one of the categories listed. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standard.
- 7. Financing of the trip, earmarked funds and in-kind contributions: Senate Members, officers, and staff may not accept privately-sponsored travel funded by a registered lobbyist or foreign agent. Members, officers, and staff may not participate in privately-sponsored travel when the sponsors accept funds or in-kind contributions earmarked for this particular trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal. Earmarking includes any direction, agreement, or suggestion -- formal or informal -- to use donated funds, goods, services, or other in-kind contributions for a particular trip or purpose.
- 8. Lobbyist/agent of a foreign principal involvement: Senate invitees may not participate in trips planned, organized, arranged, or requested by a lobbyist or foreign agent in more than a de minimis way, which means negligible or inconsequential. It would be considered inconsequential for one or more lobbyists or foreign agents to serve on the board of an organization that is sponsoring travel, as long as the lobbyists or foreign agents are not involved in the trip. It is also permissible for a lobbyist to respond to a trip sponsor's request to identify Senate invitees with interest in a particular issue relevant to a planned trip. However, a lobbyist is not allowed to solicit or initiate communication with a trip sponsor, have control over which Senate employees are invited on a trip, extend or forward an invitation to a participant, determine the trip itinerary, or be mentioned in the invitation.

Example: A trip sponsor that is a § 501(c)(3) non-profit organization asks a lobbyist to recommend staffers who might be most interested in joining a trip to the U.S.-Mexican border. If a lobbyist knows a staffer who has a particular interest in the DEA's activities at the border, then providing that information (in light of the trip sponsor's request), in and of itself, would not exceed a de minimis level of participation, and would be permitted. However, it would not be permissible for the lobbyist to initiate contact with the trip sponsor to suggest that a particular Senate staffer be invited or forward an invitation to that staffer. Consult the instructions for question 9 to determine if the trip meets the lobbyist accompaniment standards.

9. Lobbyist/agent of a foreign principal accompaniment standards: Senate Members, officers, and staff may not accept privately-sponsored travel from an entity that retains or employs one or more federally-registered lobbyists or foreign agents unless one of the listed scenarios applies. At any segment of the trip means lobbyists may not accompany the Senate invitee for parts of the travel to and from the event (not at the event itself or the location being visited). At any point throughout the trip means lobbyists may not accompany Senate invitees at any point to and from the event, at the event itself, or at the location being visited, other than in a de minimis way. This is a broader prohibition than the at any segment of a trip standard.

"De minimis" exception: Both lobbyist/agent of a foreign principal "accompaniment" prohibitions include a de minimis exemption. De minimis means negligible or inconsequential. The mere coincidental presence of a lobbyist or foreign agent at an event would likely be considered de minimis. But in making the final determination, the Ethics Committee will consider the totality of the circumstances, including the amount of time lobbyists or foreign agents are present at the event; the amount of direct contact they have with Senate invitees; and the amount of control a trip sponsor has over their presence or contact with Senate guests. For example, if the trip includes attendance at an event considered widely-attended under Rule 35(1)(c)(18), the trip sponsor is unlikely to know all attendees present. Thus, it is likely to be permissible for such widely-attended events to include both a Senate guest and a lobbyist. Similarly, an organization cannot possibly know all the other passengers taking the same flight or other common carrier to a given destination. Accordingly, the sponsor does not need to certify that it knows for certain that no lobbyist or foreign agent will be on such a common carrier.

- 10. If travel includes two overnight stays: The Ethics Committee may approve two overnight stays for trips sponsored by an entity that employs or retains one or more lobbyists or foreign agents under certain conditions. Consult Committee regulations for additional information.
- 11. An itinerary for the trip is attached to this form: The Ethics Committee will not review the trip request without a detailed (hour-by-hour), complete and final itinerary for the trip. As a general matter, the Ethics Committee advises that each travel day contain a minimum of 6 hours of officially-related activities for Senate invitees.
- 12. Briefly describe the role of each sponsor in organizing and conducting the trip: A sponsor must have a significant role in organizing and conducting a trip and must have a specific organizational interest in the purpose of the trip.
- 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission: Provide a brief description of the stated mission of each sponsor and how it relates to the trip.
- 14. Briefly describe each sponsor's prior history of sponsoring congressional trips: Provide a brief discussion of the sponsor's history of sponsoring congressional travel. It is not necessary to list every trip.
- 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips): Provide a brief description of the educational activities performed by each sponsor. It is not necessary to list every individual activity; the description may be by kind or category of educational activity involved.
- 16. Total expenses for each participant: Indicate whether the figures provided are actual amounts or good faith estimates by checking the appropriate box. All trip expenses should be included. Expenses other than those for transportation, lodging, and meals must be individually listed and specified. Attach additional pages as necessary.

- 17. Congressional participation: For events that are arranged without regard to congressional participation (for example, annual meetings, conferences, seminars, and symposiums of trade associations, professional societies, business associations, and other membership organizations), the Ethics Committee may, but is not required to, allow Senate Members, officers, and employees to accept lodging and meal expenses that are commensurate with what is customarily provided to non-congressional attendees in similar circumstances. For events specifically arranged around congressional participation, lodging, meal expenses and other expenses must be "reasonable" in accordance with Ethics Committee regulations.
- 18. Reason for selecting the location of the event or trip: The location of the trip must be related to its purpose. A brief but detailed description of the reason for the selection of the location must be provided.
- 19. Name and location of hotel or other lodging facility: Include the exact name and address of the hotel or other lodging facility.
- 20. Reasons for selecting hotel or other lodging facility: Provide an explanation of the sponsor's rationale for selecting the particular lodging, include information such as proximity to the airport or site to be visited.
- 21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participant compare to the maximum per diem rates for official Federal Government travel: Where feasible and available, trip expenses for lodging and meals should generally be comparable to the government per diem rates. The circumstances surrounding a particular trip may legitimately require lodging and meal expenses to exceed these rates. Consult the Ethics Committee regulations for additional information.
- 22. Describe the type and class of transportation being provided: While coach or business-class fare may be accepted, first-class fare for any mode of transportation may be permitted only under limited conditions and only with specific prior written approval by the Ethics Committee. Transportation on a private or charter aircraft is not permitted for privately-sponsored travel under any circumstances.
- 23. Expenses for recreational activity, alcohol, or entertainment: The only recreational or entertainment activities that will be approved by the Ethics Committee are those that are provided to all attendees and are an integral part of an event. Alcoholic beverages are not considered to be a reasonable expense.
- 24. List any entertainment that will be provided to, paid for or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event: Entertainment expenses that are not provided to all attendees and deemed an integral part of the event will not be approved by the Ethics Committee.
- 25. Certification: Each sponsor of a trip should sign the form and certify that the information is complete and correct. Attach additional pages with the certification and signature block, as necessary, for each trip sponsor.

				- 15	
Last Name	First Name	Title	E-mail Address	Office	Reason for Inviting Works on issues impacting small technology-based
Affolter	Sha	Legislative Assistan	shawn_affoiter@hoeven.senate.gov	Sen. Jol Hoeven (Senate Homela Security)	businesses and the bile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Albi	Elissa	Senior Trade and Competitiveness Counsel	<u>elissa alben@finance.senate.gov</u>	Senate nce Committee	Works on issues impacting small technology-based businesses and the bille appleconomy, including cybersecurity and compuler science education. These issues will be covered by speakers during this educational trip.
Albi	Alexis	Legislative Assistan	alexis alber@roniohnson.senate.gov	Sen. Ron Johnson (Senate	Works on issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Alet		Legislative Assistant (and Staff Director, Subcommittee on Housing, 1 tation and Community pment of the Senate Banking, Housing and Urban Affairs Committee)	sast aietv@scott.senate.gov	Sen. Tim Scott (Senate Energy & Natural Resources)	Works on issues impacting small technology-based businesses and the sile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
AJit	Phil	Counsel	<u>phil alito@iudiciary-rep.senate.gov</u>	Senate. nittee	Works on issues impacting small technology-based businesses and the bile appleconomy, including cybersecurity and compuler science education. These issues will be covered by speakers during this educational trip.
Appel	Bria	Legislat +Director	brian, appel@bennet.senate.gov	Sen. Mi ael Bennet (Senate Finance (ELP)	Works on issues impacting small technology-based businesses and the laile app economy, including cybersecurit and computer science education. These issues will be covered by speakers during this educational trip.
Arias	Lauren	Legislative Assistan	lauren arias@tomudall.senate.gov	Sen. To:	Works on issues impacting small technology-based businesses and the mobile app economy, including healthcare, con atterscience education, and privacy laws. These issue will be covered by speakers during this educational trip.
Ashby	Hazeen	Senior Counsel	hazeen ashby@commerce.senate.gov	Senate Cor , Science, and Transporta mmittee	Works on issues impacting small technology-based businesses and the bu
Barl	Gra	Legislative Assistar	grant_barbosa@harris.senate.gov	Sen. Kai	Works on issues impacting small technology-based businesses and the basinesses are computer science education. These issues the basinesses are by speakers during the educational trip.
Bati	Chr	Cou	christopher_bates@hatch.senate.gov	Sen. Orrin Hatch (Senate) e &	Works on issues impacting small technology-based businesses and the paile appleconomy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Bau	Jorc	Sr Legislative Assistan	iordan baugh@gillibrand.senate.gov	Sen. Kirsten Gill	Works on issues impacting small technology-based businesses and the falle app economy, including cybersecurity and computer science education. These issues will be abvered by speakers during this educational trip.
Bell	Colleen	Senior (colleen beil@blumenthal.senate.cov	Sen, Ric lumenthal	Works on issues impacting small technology-based businesses and the mobile appleconoliny, including healthcare, completer science education, and privacy laws. These issues will be covered by speakers during this educational trip.
Bennett	David	Legislative Assistan	david bennett@mccain.senate.gov	Sen. Jol i McCain	Works on issues impacting small technology-based businesses and the ville app economy, including cybersecurit and computer science education. These issues willovered by speakers during this educational trip.
Baukelr	Jan	Senior Policy Advisor	ian beukelman@carper.senate.gov	Sen. Tom Carper (Sen: Commerce)	Works on issues impacting small technology-based businesses and the balle appleconomy, including cybersecurit and compuler science education. These issues will be covered by speakers during this educational trip.
Blac	Mic	LA (isakson), LA (Sen. HELP)	michael black@isakson.senate.gov		Works on issues impacting small technology-based businesses and the Dile app economy, including cybersecurit and computer science education. These issues will be covered by speakers during this educational trip.
Bru	Thoma	Legislat ounsel	thomas brunet@wyden.senate.gov	Sen. Ron Wyden	Works on issues impacting small technology-based businesses and the mobile app economy, including healthcare, compatter science education, and privacy laws. These issue, will be covered by speakers during this educational trip.
Bur	Jam	Professiona	iames.burchfield@mail.house.gov		Works on issues impacting small technology-based businesses and the sale app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Burkett	Rac	Legislative Assistan	rachel burkett@risch.senate.gov	Sen. Jin	Works on issues impacting small technology-based businesses and the mobile app economy, including healthcare, coaster science education, and privacy laws. These will be covered by speakers during this educational trip.
Bur	Nat	Legislative Assista:	natalio burkhalter@paul.senate.gov	Senate: nittee	Works on issues impacting small technology-based businesses and the bile appleconomy, including cybersecurit and computer science education. These issues will be abvered by speakers during this educational trip.
Bush	Cort	Senior Professiona	cort bush@commerce.senate.gov	Senate Cor , Science, and Transporta mmittee	Works on issues impacting small technology-based businesses and the file app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Campl	Kati	Legislative Assistan	katia_camobell@donnelly.senate.gov		Works on issues impacting small technology-based businesses and the obile app economy, including healthcare, con recience education, and privacy laws. These issues all be covered by speakers during this educational trip.
Carrol	Cha	Legislative Assistar	charles carroll@enzi.senate.gov		Works on issues impacting small technology-based businesses and the pile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.

Cha		Sen or Legislative Assistan	nick choate@mccaskill.senate.gov	Sen, Claire McCaskIII (Sen: Commerce)	Works on issues impacting small technology-based businesses and the bile appleconomy, including cybersecurity and compuler science education. These issues will be covered by a peakers during this educational trip.
Clar	Kell	Legislative Assistan	kellin clark@tester.senate.gov	Sen. Jon Tester	Works-on issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Christi	Kylı	Legislative Assistar	kyle_christlan@moran.senate.gov	Sen. Jerry Moran (Senate Commerce)	Workson issues impacting small technology-based businesses and the faile app economy, including cybersecurit and computer science education. These issues will be covered by speakers during this educational trip.
Day	Chris	Deputy Stalf Director	chris day@commerce.senate.gov	Senate Comittee on Ce,	Worksion issues impacting small technology-based businesses and the faile appleconomy, including cybersecurity and compuler science education. These issues will be covered by a peakers during this educational trip.
Decosin	iarnett	Professiona	garnett decosimo@help.senate.gov	Senate nittee	Works on issues impacting small technology-based businesses and the bile appleconomy, including cybersecurity and compuler science education. These issues will be covered by a peakers during this educational trip.
Doy	Scai	Sr Legislativa Assistan	scarlet_dovie@heller.senate.gov	Sen. De	Works on issues impacting small technology-based businesses and the vile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Dur	Veronica	Legislative Assistan	<u>veronica duron@schumer.senate.gov</u>		Works on issues impacting small technology-based businesses and the obile appleconolny, including healthcare, con recience education, and princy laws. These issu be covered by 1, 1 eakers during this educational trip.
Essingt	Mic	General Counsel	michael: essinaton@voung.senate.gov	Sen. To	Works-on issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. These issues will be covered by 1 peakers during this educational trip.
Fan:		Deputy Chief c	natalia rogers@gardner.senate.gov	Sen. Corey Gardner (Senate Commerce)	Works on issues impacting small technology-based businesses and the pile app economy, including cybersecurity and computer science education. These issues will be povered by apeakers during this educational trip.
Fari	Adam	Legislative Assistar	adam farris@lankford.senate.gov	Sen. Jar	Works on issues impacting small technology-based businesses at hile app economy, including cybersecurith and computer science education. These issues will be covered by a peakers during this educational trip.
Felc		Counsel	peter feldman@commerce.senate.gov	Senate Committee on Commite, Science, a Transportation	Works-on issues impacting small technology-based businesses and the faile appleconomy, including cybersecurity and computer science education. These issues will be cavered by a peakers during this educational trip.
Fjeld	Christi	Senior Counsi Consumer Protection, P :t Safety	christian field@commerce.senate.gov		Works on issues impacting small technology-based businesses and the bile appleconomy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Folsom	-	Legislative Assistan	iustin folsom@tester.senate.gov	Sen, Jon Tester (Senate id Security)	Workson issues impacting small technology-based businesses and the pile app economy, including cybersacurity and computer science education. These issues will be povered by speakers during this educational trip.
For	Leslie	Legislative Assistan	leslia ford@leo.senate.gov	5en. Mike Lee	Workson issues impacting small technology-based businesses and the obile appleconolny, including healthcare, cor recience education, and privacy laws. These issu be covered by speakers during this educational trip.
Foster	Roland	Sen Policy Advisor	roland foster@flake.senate.gov	i .	Works on issues impacting small technology-based businesses and the mobile app economy, including cybersecurit and computer science education. These issues will be covered by 1 peakers during this educational trip.
Gra	Spencer	Professiona	spencer gray@energy.senate.gov	Senate Energy & N al Resources Committee	Workson issues impacting small technology-based busin∈ses and the faile app economy, including cybersecurit and computer science education. These issues will be povered by speakers during this educational trip.
Greenhalg		Health Legislative Assista:	michelle greenhalgh@shaheen.senate.gov	Sen. Jeanne haheen	Works-on issues impacting small technology-based businesses and the obile appleconolny, including healthcare, cor riscience education, and privacy laws. These issues and be covered by speakers during this educational trip.
Hall •	Nat	Sen	nathan haliford@iudic(arv-rep.sepate.gov	Senate, nittee	Works-on issues impacting small technology-based businesses and the livide appleconomy, including cybersecurity and compuler science education. These issues will be upvered by speakers during this educational trip.
Har	Megan	Legislative Assistan	megan harrington@portman.senate.gov	Sen. Ro > Portman (Sena Homeland Security)	Workson issues impacting small technology-based businesses and the sile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Hat		Legislat ondent	sam hattrup@portman.sepate.gov	Sen. Ro	Works-on issues impacting small technology-based businesses and the mobile appleconology, including healthcare, compliter science education, and privacy laws. These issues will be covered by speakers during this educational trip.
Hei	Anderson (Andy)	Sr Advisor for Technology and Trade	anderson heiman@wyden.senate.gov	Sen. Ron Wyden / Senate I :e Committee	Workson issues impacting small technology-based businesses and the bile app economy, including cybersecurity; and computer science education. These issues will be abvered by speakers during this educational trip.
Henderson .	Jared	Legislative Assistan	lared henderson@heitkamp.senate.gov	Sen. He di Heitkamp (Senate Homeland Security)	Workson issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Hen		Legislative Assistan	elizabeth henry@cochran.senate.gov	Sen. Thad C	Workson issues impacting small technology-based businesses and the obile appleconoling, including healthcare, con recience education, and privacy laws. These issues will be covered by speakers during this ecucational trip.

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Hsu	Josh	General Counsel	iosh_hsu@harris.senate.gov	Sen. Ka: rris (Hon land Security x, Intelli Ince)	Works on issues impacting small technology-based businesses and the pile app economy, including cybersecurity and computer science education. The issues will be povered by speakers during this educational trip.
Hsueh	Wally	Deputy	wally hauch@daines.senate.gov	Sen. Ste	Works on issues impacting small technology-based businesses and the pile app economy, including cybersecurity and computer science education. The issues will be covered by speakers during this educational trip.
Hur iphrey	Jennife	Legislative Assistan	iennifer humphrev@boozman.senate.cov	Sen. Jol Boozman	Works on issues impacting small technology-based businesses and bile app economy, including cybersecurity and computer science education. This issues will be sovered by speakers during this educational trip.
Janssen	Nic	Legislative Assistan	nico lanssen@cantwell.senate.gov	Sen. Maria Cantwell	Works on issues impacting small technology-based businesses and the obile appleconding healthcare, con recience education, and privalents. These issu be covered by a peakers during this educational trip.
Karı		Legislat +Director	iosh karetny@whitehouse.senate.gov	Sen. Sheldon Whitehouse (Senate Judiciary)	Works on issues impacting small technology-based businesses and bile app economy, including cybersecurity and computer science education. This issues will be covered by speakers during this educational trip.
Kehr	Bra	Counsel	brad kehr@daines.senate.gov	Sen. Str	Works on issues impacting small technology-based businesses and the obile applecond by including healthcare, con a recience education, and privalents. These issues will be covered by speakers during this educational trip.
Kirc	Amber	Legislat (Director	amber kirchhoefer@roberts.senate.gov	Sen. Pai Roberts	Works on issues impacting small technology-based businesses and the faile app economy, including cybersecurity and computer science education. This issues will be covered by 1 peakers during this educational trip.
Kna	Anne	Legislat +Director	anne knapke@klobuchar.senate.gov	Sen. Amy Klot har (Senate Judiciary)	Works on issues impacting small technology-based businesses and the mile app economy, including cybersecurity and computer science education. The issues will be covered by speakers during this educational trip.
Lair	Kathleen	Legislative Assistan	kathleen_laird@baldwin.senate.gov	Sen. Tai	Works on issues impacting small technology-based businesses and the obile app economy, including healthcare, con recience education, and privaleness. These issued in this educational trip.
Laslovic	Dylan	Legislat (Director	dvlan laslovich@tester.senate.gov	Sen. Jon Tester (Senate Approps, Banking, Homeland Security)	Works on issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. The issues will be covered by 1, 3akers during this educational trip.
Lavery	Emily	Deputy Legislative Assista: t	emily_lavery@scott.senate.goy	Sen. Tim Scott (Senate Energy & Natural Resources)	Works on issues impacting small technology-based businesses and the bille app economy, including cybersecurity and computer science education. This issues will be covered by 1, beakers during this educational trip.
Layson	Brett	Legislative Assistan	brett: lavson@isakson.senate.gov	Sen. Jol Iny Isakson (HELP)	Works on issues impacting small technology-based businesses and the soile app economy, including cybersecurit and computer science education. This issues will be sovered by speakers during this educational trip.
Leh	Pati	Legislat →Director	patrick lehman@sasse.senate.gov	Sen. Ben Sasse (Senate Juc , Armed Svcs, Banking)	Works on issues impacting small technology-based businesses and the bile app economy, includin cybersecurit and computer science education. This issues will be covered by speakers during this educational trip.
Leonard	Cassie	Legislative Assistan	cassie leonard@kennedv.senate.gov	Sen. John Kennedy (Senate Judiciary)	Works on issues impacting small technology-based businesses and the partial appreconomy, including cybersecurity and computer science education. The issues will be povered by speakers during this educational trip.
Ligt	Jaymi	Legislative Assistar	laymi light@young.senate.gov	Sen. To:	Works on issues impacting small technology-based businesses and the obile appleconolny, includin healthcare, cor recience education rivilaws. These issues will be covered by speurinthis educational trip.
Love	;	Legislativa Assistan	sam love@gardner.senate.gov	Sen. Cory Gardner (Senate Commerce)	Works on issues impacting small technology-based businesses and the solle app economy, includin cybersecurity and computer science education. This issues will be covered by speakers during this educational trip.
Mar	Rafi	Sen Policy Advisor	rafi martina@warner.senate.gov	Sen. Mark Warner (Senate Commerce)	Works on issues impacting small technology-based businesses and the like appleconomy, includin cybersecurity and computer science education. This sues will be covered by speakers during this educational trip.
Mat	Greg	Legislative Assistar	greg mathis@peters.senate.gov	Sen. Ga Peters	Works on issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. This issues will be covered by speakers during this educational trip.
Mcl		Staff Director	elizabeth mcdonneil@budget.senate.gov	Senate Iget Committee	Works on issues impacting small technology-based businesses and the mile app economy, including cybersecurit and computer science education. The issues will be abvered by speakers during this educational trip.
Mc	•	Legislative Assistan	conor mcgrath@moran.senate.gov	Sen. Jerry Moran (Senate Commerce)	Works on issues impacting small technology-base businesses and the line appleconomy, includin cybersecurity and computer science education. This issues will be covered by speakers during this educational trip.
McI	Sean	Legislative Assistan	sean mclean@cruz.senate.goy	Sen. Ted Cruz (Senate Commerce)	Works on issues impacting small technology-based businesses and the mile app economy, including cybersecurity and computer science education. The issues will be covered by a peakers during thus educational trip.
McI	Bot	General Couns	bobby mcmillin@help.senate.gov	Senate nittee	Works on issues impacting small technology-based businesses and the mile app economy, including cybersecurity and computer science education. This issues will be abvered by speakers during this educational trip.
Meyer	Cait	Professiona	caitlin mever@iudiciarv-dem.senate.gov	Senate. mittee	Works on issues impacting small technology-based businesses and bile app economy, including cybersecurity and computer science education. This issues will be covered by speakers during this

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Mid	Bak	Counsel	bakari middieton@booker.senate.gov	Sen. Carey Booker (Sen: Commerce)	Works on issues impacting small technology-based businesses and the bile appleconomy, including cybersecurity and compuler science education. These issues will be bovered by speakers during this educational trip.
Min	Tyler	Legislative Assistan	tyler_minnish@toomev.senate.gov	Sen. Pal pomey	Works on issues impacting small technology-based businesses and the faile app economy, including cybersecurity; and computer science education. These issues will be covered by speakers during this educational trip.
Plaster	Matthew	Professiona	matthew plaster@commerce.senate.gov	Senate Cor , Science, and Transporta mmittee	Works on issues impacting small technology-based businesses and businesses and bile app economy, including cybersecurity and computer science education. These issues will be covered by 1,s during this educational trip.
Ran	Sarı	General Couns	sarah ramig@corker.senato.gov	Sen. Bob Corker (Sen: Relations)	Works on issues impacting small technology-based businesses and the bille app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Reb	Steele	Digi Director	rebecca_steele@wyden.senate.gov	Sen. Ron Wyden (Senate Intelligence)	Works on issues impacting small technology-based businesses and the faile app economy, including cybersecurity and computer science education. These issues will be covered by 1, 3akers during this educational trip.
Sad	Brit	Cou	brittany sadier@kennedy.senate.gov	Sen. John Kennedy (Senate Judiciary)	Works on issues impacting small technology-based businesses and the bile app economy, including cybersecurit and computer science education. These issues will be pivered by speakers during this educational trip.
Sch	Tari	Counsel	tara_schonhoff@sbc.senate.gov	Senate: usiness Committee	Works on issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Sizemore	taol	Legislat ondent	ioshua sizemore@dalnes.senate.gov	Sen. Steve Da	Works on issues impacting small technology-based businesses and the sale app economy, including cybersecurity and computer science education. These issues be covered by speakers during this educational trip.
Slat	Rebecca	Chi: ounsel	rebecca kelly slaughter@schumer.senate.gov	Sen. Charles Sch mer (Senate leadership / Jud iary)	Works on issues impacting small technology-based businesses and the life appleconomy, including cybersecurit and computer science education. These issues will be abvered by speakers during this educational trip.
Slee	Eric	Legislative Assistan	eric_slee@roberts.senate.gov	Sen. Parl Roberts	Works on issues impacting small technology-based businesses and the file app economy, including cybersecurit and computer science education. These issues will be covered by speakers during this educational trip.
Slevin	Chris	Legislat +Director	<u>shris stevin@booker.senate.gov</u>	Sen. Corey Booker (Senate Commerce)	Works on issues impacting small technology-based businesses and the faile app economy, including cybersecurity and computer science education. These issues will be covered by \$\frac{1}{2}\$ alkers during this educational trip.
Smi	Madison	Legislative Assistar	madison smith@cornvn.senate.gov	Sen. Jol Cornyn (Senate Judicia: leadership)	Works on issues impacting small technology-based businesses and the ville app economy, including cybersecurity and computer science education. These issues will be povered by speakers during this educational trip.
Swa	Dan	Counsel	daniel swanson@ludiclary-dem.senate.gov	Senate.	Works on issues impacting small technology-based businesses and the bile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Taylor	Anna	Tax Counsi	anna tavior@schumer.senate.gov	Sen. Mi	Works on issues impacting small technology-based businesses and obile app econolny, including healthcare, con recience education, and privacy laws. These issu
Tiffi	Lartease	Counsel	lartease t Mth@iudiclarv-dem.senate.gov		Works on issues impacting small technology-based businesses and the mobile app economy, including cybersecurity and computer science education. These issues will be covered by 1,1 eakers during this educational trip.
Trusty	Oliv	Professiona	olivia trustv@commerce.senate.gov	Senate Cor , Science, and Transporta mmittee	Works on issues impacting small technology-based businesses and the pile app economy, including cybersecurity and compuer science education. These issues will be covered by 1, 3akers during this educational trip.
Van	Нап	Legisfative Assistan	hannah yanhoose@tester.senate.gov	Sen. Jon Tester	Works on issues impacting small technology-based businesses and the oblie appleconolny, including healthcare, comperscience education, and privacy laws. These issues and trip.
Van .	Cur	Professiona	curtis vann@help.senate.gov	Senate mittee	Works on issues impacting small technology-based businesses and hile app economy, including cybersecurity and compuing recience education. These issues will be covered by speakers during this educational trip.
Van	Kari	Senior Policy Adviser for Transportation and Innovatior.	IKBFA VANSTEBIONKUNAKSAN SONATO ONU	Sen. Maggie Hassan (Senate Commerce / Homeland Security)	Works on issues impacting small technology-based businesses and the file app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.
Wrasse	Suz I	Director of Outreach / Policy Adviser	<u>suzanne wrasse@sbc.senate.gov</u>	Senate: usiness Cor mittee	Works on issues impacting small technology-based businesses and the bile appleconomy, including cybersecurit and compuler science education. These issues will be covered by speakers during this educational trip.
Welbc	Abigail	Legislative Assistan	abigail welborn@cotton.senate.gov	Sen. To:	Works on issues impacting small technology-based businesses and the faile app economy, including cybersecurity and computer science education. These issues will be covered by speakers during this educational trip.



ACT | The App Association The App Economy in the Big Easy New Orleans, LA Wednesday, February 21 – Friday, February 23, 2018

Wednesday, February 21 (attendees will be split between two flights)

Flight 1:

SW523 - 2/21 - departing DCA 1:55 p.m. - arriving MSY 5 pm ACT Staff: Alex and Chelsea

Flight 2:

AA5389 - 2/21 - departing DCA 3:26 p.m. - arriving MSY 5:25 pm ACT Staff: Caitlin, Graham, Brian

Meet mini-bus @ airport; ride to hotel is about 40 min. Check-in, then we will all meet to walk to dinner **Lobby call time is 7:45 p.m.

8:00 - 9:30 p.m.: Dinner, Remoulade

Welcome remarks from ACT | The App Association and overview of programming, logistics, and schedule.

Thursday, February 22

**Bus call: 7:30 a.m. – we have to walk to Canal to meet the bus

8:00 - 9:30 a.m.: Camelback and catered breakfast (Café DuMonde): http://www.camelbackventures.org/

Presenters: Aaron Walker (Founder & CEO) and Elizabeth Bates (Director of Venture Excellence)

643 Magazine Street, New Orleans, LA 70130

Camelback Ventures aims to address the inequities of entrepreneurship by providing coaching, capital, and connections to underrepresented entrepreneurs. Staff will discuss the talent gap and what Camelback is doing in New Orleans to help foster, build, and

attract talent to the city. The discussion will cover policy issues such as computer science education, privacy, and broadband deployment.

10:00 - 11:00 a.m.: Torsh: http://www.torsh.co/

Presenter: Courtney Williams (Founder & CEO)

1307 Oretha Castle Haley Boulevard, Suite 201, New Orleans, LA 70113

Torsh is a tool for educators to use to help drive gains in student success through technology that improves instructional effectiveness. The Torsh platform harnesses the power of video, actionable data and expert coaching to promote high quality growth opportunities for educators, accessible at anytime and from anywhere. Staff will discuss the challenges a small education company faces and the related privacy issues.

11:30 a.m. - 12:30 p.m.: Lucid: https://luc.id/

Presenter: Patrick Comer (Founder & CEO)

365 Canal St, Suite 700, New Orleans, LA 70130

Lucid is a data-driven company. They re-sell market research and data in a more streamlined and targeted way. Staff will discuss the security measures Lucid implements to protect consumers and their customers, and the challenges a small business faces in a field usually dominated by large companies. Attendees will discuss public policy issues such as data security, digital trade, and lawful access to data.

1:00 p.m. - 3:00 p.m.: Launch Pad and catered lunch (Crabby Jack's):

https://lp.co/neworleans/

Presenter: Katy Tackett (Community Manager)

400 Poydras St, Suite 900, New Orleans, LA 70130

Launch Pad is a co-working space located in the heart of the French Quarter. Launch Pad will discuss what they do to help build and support the tech community in New Orleans, and introduce staff to a variety of companies that utilize their space and resources. Staff will discuss how a Launch Pad is advancing startups in New Orleans and how federal policies such as broadband deployment, computer science education, and small business programs impact startups in the Big Easy.

3:30 - 4:30 p.m.: Apple Presentation

Presenter: Lyn Stanfield (Strategic Initiatives Manager, Southeast Region)

Idea Village, 900 Camp St, Suite 308, New Orleans, LA 70130

Smokey Fontaine, App Store Editor-in-Chief, will discuss how Apple's App Store provides independent businesses that use the Apple platform to distribute software with tools to expand their market, including a curated, trusted marketplace for consumers, lower overhead, and established intellectual property protections. The group will discuss with Apple staff the federal and international policy issues that impact the platform and those who leverage it to reach their customers, including modern competition policy, privacy, and digital trade.

4:30 p.m. - 6:00 p.m.: Idea Village: https://ideavillage.org/

Presenter: Audrey Voelker (Director of Development) 900 Camp St, Suite 308, New Orleans, LA 70130

Idea Village will discuss how they serve the greater tech community in New Orleans including training a tech workforce, connecting talent to companies, and running a highly successful accelerator program aimed at keeping companies in New Orleans. Idea Village will introduce staff to small businesses in their current cohort and companies who successfully completed their program. Staff will discuss the challenges these companies face, the resources available to them in the city of New Orleans, and why they chose to stay and innovate outside the traditional tech centers. Additional policy issues may include privacy, intellectual property, and computer science education.

Bus will drop us back at Canal, and folks will have about 30 min before we need to head to dinner

7:30 p.m. - 9:00 p.m.: Dinner, Flamingo-A-Go-Go

Bus will drop us back at Canal after dinner so that we are in the Quarter

Friday, February 23 (attendees will be split between two flights)
Alex will be in breakfast area w/ vouchers for anyone who wants food in the AM

**8:15 a.m. bus call for AA Flight; Ashley Hayes will join this group, but she is on South West and flying to Houston

Flight 1:

AA 5559 - 2/23 - departing MSY 11:06 am - arriving DCA 2:29 pm

Flight 2:

SW1005 - 2/23 - departing MSY 12:25 pm - arriving DCA 3:45 pm

^{**}Bus call 7:00 p.m.

^{**}Attendees on the Southwest flight should plan to leave the hotel at 9:30 a.m.



ACT | The App Association The App Economy in the Big Easy New Orleans, LA Wednesday, February 21 – Friday, February 23, 2018

Camelback

Ami Magunia, Chief of Staff ami@camelbackventures.org

Amanda Tien, Director of Creative and Marketing amanda@camelbackventures.org

Aaron Walker, Founder & CEO aaron@camelbackventures.org

Torsh

Courtney Williams, CEO & Founder courtney@torsh.co

Lucid

Kate MacDermott, Manager, Business Innovation KMacDermott@luc.id

Andrew Albert, Executive Analyst

aalbert@luc.id

Launch Pad

Katy Tackett, Community Manager katy@launchpadnola.com

Idea Village

Audrey Voelker, Director of Development audrey@ideavillage.org

(Revised 10/19/15)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the <u>Select Committee on Ethics</u> in <u>SH-220</u>. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Date/Time Stamp: ETHIC JAN22°18PH 5°15			
ETHIC	JAN22°18PH	5=15	

Form RE-1

required post-travel disclosure.	Pro marer buchingston for your
Name of Traveler:	Elissa Alben
Employing Office/Committee:	Senate Finance Committee
Private Sponsor(s) (list all): ACT The App As	ssociation
Travel date(s): Feb 21-23, 2018 Note: If you plan to extend the trip for a	iny reason you <u>must</u> notify the Committee.
Destination(s): New Orleans, LA	
Explain how this trip is specifically connected to	o the traveler's official or representational duties:
The trip will involve meetings with U.S. small busine trade policy agenda, and which I help or on the Senate Finance Committee.	sesses on cross border data flows and digital trade, which are part of the U.S. Versee in my role as International Trade Coursel
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Name of accompanying family member (if any): Relationship to Employee: Spouse Chi	
I certify that the information contained in this for	rm is true, complete and correct to the best of my knowledge:
1/22/2018	Claring the second of the seco
(Date)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISING SENATO Secretary for the Majority, Secretary for the Minority	OR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, , and Chaplain):
I, RON WALLA (Print Senator's/Officer's Name)	hereby authorize <u>FUSS</u> Albert (Print Traveler's Name)
	ept payment or reimbursement for necessary transportation, lodging, and above. I have determined that this travel is in connection with his or her
	and will not create the appearance that he or she is using public office for
I have also determined that the attendance of the of the Senate. (signify "yes" by checking box)	employee's spouse or child is appropriate to assist in the representation
1/22/2018	Bon Wyden
(Date)	(Signature of Supervising Senator/Officer)